

**City of Rockford, Minnesota Workshop Meeting Minutes
5:00 p.m., Tuesday, February 14, 2023**

The City Council Workshop was called to Order by Mayor Renee Hafften at approximately 5 p.m. Council members Mike Werman, Denise Willenbring, Wyatt Gutzke and Heather Michalik were in attendance.

City Administrator / Attorney, Dan Madsen and City Engineer, Steve Hegland; and Deputy Cassidy of the Wright County Sheriffs' Department were also in attendance.

Members of the Staff and Council reviewed the proposed Ordinance Amendment for Park Facilities rentals.

No formal action was taken, as these matters were set on for informational purposes only.

**City of Rockford, Minnesota Council Meeting Minutes
6:00 p.m., Tuesday, February 14, 2023**

The City Council Meeting was called to Order by Mayor Renee Hafften at approximately 6 p.m. Council members Mike Werman, Denise Willenbring, Wyatt Gutzke and Heather Michalik were in attendance.

City Administrator / Attorney, Dan Madsen and City Engineer, Steve Hegland; and Deputy Cassidy of the Wright County Sheriffs' Department were also in attendance.

A motion was made by Willenbring, and seconded by Gutzke to approve the Consent Agenda Items 3A through 3E as listed and set the Agenda for the Council Meeting:

- 3A. Approve Minutes from the January 24, 2023 Workshop and Regular Council Meeting
- 3B. Approve Minutes from the February 2, 2023 Disciplinary Hearing
- 3C. Approve Payment of Claims, Check Number: 34836 through 34887 totaling \$314,970.47
- 3D. Approve Resolution 2023 F.D. Membership and Officers
- 3E. Approve Brush Grinding Project

Motion Carried: Voting in favor; Hafften, Michalik, Gutzke, Willenbring and Werman.

Wright County Update: Deputy Cassidy

Deputy Cassidy of the Wright County Sheriff's Department provided a general update that there were 170 calls for service, with approximately 64 resulting in generated reports. Everything else was going well and there were no real other issues to report.

New Business: Resolution, Ordinance Amendment, Park Facilities Rental

Administrator / Attorney Madsen reviewed the current Ordinance related to park shelter rentals and reviewed recent challenges that have occurred resulting from multi-day or week long reservation requests for use of the Park Shelter. Madsen explained that the intent was to have the facilities open and available for the community, and that there currently was no guidance or

policy on how long the shelter could be rented. Additionally, the Ordinance was silent as to the process or plan in renting park facilities such as the volleyball courts or hockey rink. Members of the Council and Staff reviewed the draft Ordinance Amendments and discussed the impact of the language shifts that limited rentals and reservations to two consecutive days without Council approval. It was noted that the Rates and Fees Resolution would need to be updated to reflect these changes in Policy, factoring in the establishment of a fee for some park facility rentals.

After additional discussion and review, Motion was made by Hafften, and seconded by Willenbring, to approve the Ordinance Amendment. Motion Carried: Voting in favor; Hafften, Werman, Willenbring, Gutzke and Michalik.

New Business: Delano Varsity Hockey Community Skate

Administrator / Attorney Madsen explained that the Delano Varsity Boys Hockey Program had requested an hour of ice time on Wednesday, February 15, 2023 to host their “Skate with the Tigers” event they hold each year. At this event, members of the community are encouraged to attend and watch the Varsity Boys Program skate, and then socially skate again with youth and members of the community that wanted to skate with them. Unfortunately, due to the weather, the skate for Wednesday had to be cancelled as the rink was in poor shape. After additional discussion and review. Motion was made by Willenbring, and seconded by Gutzke, to approve the Skate with the Tigers event at a date to later be determined in the event the hockey rink could be repaired yet this winter.

Motion Carried: Voting in favor; Hafften, Werman, Willenbring, Gutzke and Michalik.

New Business: Park Shelter Fee Waiver, Wright County Health, March 1, 5 to 8 p.m.

Administrator / Attorney Madsen explained that Council Member Michalik had been working with Staff and Wright County Health to host an open house / Healthy Home event at the Park Shelter on Wednesday, March 1, 2023. The event would be held from 5 until 8 p.m., and would have information for Rockford residents on how to check and manage their home for Radon, as well as many other tips for maintaining a healthy home. This event would be free to the public. After additional discussion and review, Motion was made by Werman, and seconded by Willenbring, to approve the waiver of the Park Shelter Fee and Damage Deposit.

Motion Carried: Voting in favor; Hafften, Werman, Willenbring, Gutzke and Michalik.

Members of the Staff and Council then discussed the conditions of the City’s Ice Rinks, reminded people not to park on the streets during snow emergencies, and discussed other general updates related to the City.

Motion was then made by Werman, and seconded by Gutzke to adjourn the meeting.

Motion Carried: Voting in favor; Hafften, Werman, Willenbring, Gutzke and Michalik, and the meeting was adjourned at approximately 6:57 p.m.

Typed this 22th day of February, 2023.

Dan Madsen
City Administrator, City Attorney
City of Rockford Minnesota

All meetings of the Rockford City Council are video recorded and available for viewing on-line at www.cityofrockford.org. Meeting minutes are intended to be a general synopsis of the meetings of the City Council, and more detail regarding discussions and policy considerations is provided by watching the recording of the meeting.

Approved:

Renee Hafften
Mayor

Attest:

Dan Madsen
City Administrator, Special Counsel